

**Board of Public Works
of the City of Onalaska**

Tuesday, December 1, 2015

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1 The Meeting of the Board of Public Works of the City of Onalaska was called to order at 6:30
2 p.m. on Tuesday, December 1, 2015. It was noted that the meeting had been announced and a
3 notice posted at City Hall.

4

5 Roll call was taken with the following members present: Financial Services Director/Treasurer
6 Fred Buehler, Ald. Barry Blomquist, Mayor Joe Chilsen, Ald. Jim Binash, City Engineer Jarrod
7 Holter. Ald. Jim Bialecki arrived with the meeting in progress.

8

9 Also Present: Assistant City Engineer Kevin Schubert

10

11 **Item 2 – Approval of minutes from previous meeting**

12

13 Motion by Mayor Chilsen, second by Ald. Binash, to approve the minutes from the previous
14 meeting as printed and on file in the City Clerk’s Office.

15

16 On voice vote, motion carried.

17

18 **Item 3 – Public Input (limited to 3 minutes/individual)**

19

20 Ald. Blomquist called for anyone wishing to provide public input.

21

22 **Calvin King**

23 **926 Lake Street**

24 **Onalaska**

25

26 “I’m here today for agenda Item No. 5. I hope the board looks at that and realizes that that is
27 taxpayers’ dollars that was put out by the taxpayers and that should be collected. I know I’ve
28 talked to a lot of the Aldermen – all but one – about this. I’m upset that it didn’t get collected on
29 the last one, and I just feel that that money is taxpayer money. It should come back to the
30 taxpayers so we can go forward with other projects that that money can be used for. Thank you.”

31

32 **Dennis Aspenson**

33 **643 L Hauser Road**

34 **Onalaska**

35

36 “I’m also here to address Item [No.] 5 on the agenda. Last month you waived the fee, and I’m
37 hoping tonight that you’ll consider it for the other two parcels for the same reasons. I will waive
38 my time so once we get to Item [No.] 5 if you have any questions I can address the board at that
39 time.”

40

41 Ald. Blomquist called three times for anyone else wishing to provide public input and closed that

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42 portion of the meeting.

43

44

Consideration and possible action on the following items:

45

Item 4 – Review and consideration of sidewalk replacement policy in relation to City-owned boulevard trees

48

49 Jarrod referred to board members' packets, which include an opinion from Attorney Amanda
50 Halderson Jackson of O'Flaherty Heim Egan & Birnbaum, and read the following: "*The city
51 does not have a duty to pay for the sidewalks damaged by city boulevard trees.*" Jarrod noted
52 that the city has received letters from homeowners who are unhappy about having to pay for a
53 sidewalk when a tree located on city-owned right-of-way heaves the sidewalk. Jarrod noted the
54 board had been waiting for an opinion from legal counsel and said the bills for 2015 have been
55 sent and payments are due. Jarrod said if the board takes any action this evening it should move
56 forward for action starting in 2016.

57

58 Fred asked board members if they would feel comfortable with Jarrod presenting two options at
59 the January 5 Board of Public Works meeting.

60

61 Jarrod noted that Amanda had provided information pertaining to the City of Madison's
62 approach to sidewalks and said he could ask Kevin to perform research pertaining to what
63 actions other communities take. This information could be presented on January 5.

64

65 Ald. Binash said he favors this idea and stated he believes it would be fair for the city's residents
66 to examine the options that would be available to them. Ald. Binash added he believed it would
67 be beneficial to include a copy of the ordinance and said changes could be suggested at that time.

68

69 Jarrod said an ordinance update would be necessary with any changes that are made. Jarrod said
70 that if the board chose in January to alter the policy administered through the ordinance, it would
71 not go into effect for a few months. Jarrod also said there is sufficient time to take action as the
72 city will not make sidewalk repairs during the winter months.

73

74 Motion by Ald. Binash, second by Mayor Chilsen, to approve obtaining more proposals for the
75 sidewalk replacement policy in relation to City-owned boulevard trees prior to the January 5
76 Board of Public Works meeting.

77

78 On voice vote, motion carried.

79

**Item 5 – Review and consideration of special assessment for 1841, 1855, 1857, 1859 Sand
81 Lake Road parcel 18-4519-002 and 1171 Rolling Oaks Drive parcel 18-5822-2, both
82 included in parcel 18-4519-000 prior to subdivision**

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83
84 Motion by Mayor Chilsen, second by Ald. Binash, to move forward without recommendation to
85 the December 8 Common Council meeting review and consideration of special assessment for
86 1841, 1855, 1857, 1859 Sand Lake Road parcel 18-4519-002 and 1171 Rolling Oaks Drive
87 parcel 18-5822-2, both included in parcel 18-4519-000 prior to subdivision.

88
89 Mayor Chilsen said he believes the Common Council should discuss this issue.

90
91 Ald. Binash said he agrees with Mayor Chilsen, noting that the Common Council had voted at its
92 November 10 meeting not to charge a water main special assessment for 1631 Sand Lake Road
93 prior to subdivision. Ald. Binash said he believes the Common Council should have the
94 opportunity to provide input as there now are two more parcels under consideration.

95
96 Ald. Blomquist noted the vote not to charge the special assessment had been close (4-2) and said
97 he believes all the parties involved should have the opportunity to provide input.

98
99 Jarrod explained to those in attendance that the original parcel had been split into three parcels.
100 The Common Council took action on the center parcel at its November 10 meeting, voting to
101 waive payment on the assessment that never was collected. Jarrod noted there are two parcels on
102 the end – one has a structure on it, and the other is a vacant lot.

103
104 Dennis, who represents Traditional Trades, asked if the Common Council had voted to waive the
105 special assessment for the center parcel on November 10.

106
107 Mayor Chilsen said yes.

108
109 Dennis said it is his understanding that the board is seeking an open discussion on the two
110 remaining parcels.

111
112 Fred told Dennis the Common Council had taken action on Parcel No. 18-5822-001 and waived
113 the special assessment totaling \$6,621.60. Fred noted that the other two parcels were not on the
114 November 10 Common Council agenda, and therefore no action could be taken on them.

115
116 Mayor Chilsen said the motion is to move this item to the full Common Council because it is the
117 ultimate body.

118
119 Dennis said, “I’m just slightly confused why all of a sudden you want to hold the two out after
120 the one went through.”

121
122 Mayor Chilsen responded, “That’s not what we’re saying. We’re just saying we want the full
123 Council to debate.”

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124
125 Ald. Blomquist said he would like Ald. Bialecki to provide input at the December 8 Common
126 Council meeting.

127
128 Mayor Chilsen reiterated he believes this item should be debated by the entire Council.

129
130 Dennis told Mayor Chilsen he understands and said he would like to have the opportunity to
131 address the subject at the Common Council meeting. Dennis said, “There’s more at issue here
132 than just the dollars. Something happened in the process that I didn’t have any control over, or
133 Paul Gleason had any control over. All of a sudden I’m the one it’s going to cost dollars, so it’s
134 more that I have an issue with the process and we need to get the process cleaned up so this
135 never happens again to anybody else. It’s not just Traditional Trades or Elmwood Partners
136 standing here.”

137
138 Ald. Blomquist told Dennis he agrees with him and said, “It’s more about fixing this problem so
139 it doesn’t happen again. It’s a dual decision: what to do with the remaining assessments, and
140 how do we make sure it doesn’t happen again.”

141
142 On voice vote, motion carried.

143
144 **Item 6 – Review and consideration of Xcel Energy transmission line relocation as part of**
145 **Wisconsin Department of Transportation State Trunk Highway 35 project**

146
147 Jarrod referred to a photograph on display for the board and pointed out the following
148 landmarks: the north and south waysides, the Blue Moon restaurant, and a Kwik Trip located at
149 the corner of STH 35 and Troy Street. Jarrod noted that an Xcel Energy transmission line
150 currently runs down East Avenue, turns onto Troy Street and then STH 35 to Quincy Street. The
151 transmission line runs along the bicycle trail to 2nd Avenue and Main Street and then to the
152 substation at Hickory Street. Jarrod referred to an embankment along STH 35 that holds up the
153 road and said the STH 35 project includes the reconstruction of the embankment because Xcel
154 Energy has encountered failures. Jarrod said Xcel Energy plans to move its transmission line to
155 the edge of the work that will be performed. Jarrod referred the red dots that represent poles in
156 the area. Nine poles, represented by orange dots, would be relocated. Jarrod said he had met
157 with Xcel Energy’s design engineer at the site and discussed the proposed route. Xcel Energy
158 will be moving the structures closer to the river (west from STH 35). The structure will be
159 approximately the same height as they currently are. It is possible they will be somewhat shorter
160 as the airport height limitations still are being finalized. Jarrod said he still has not received
161 confirmation as to whether lights will be required for the poles. Jarrod also noted that while he
162 has received the preliminary design, he still has not received the final design of the route.

163
164 Jarrod said there were discussions regarding the south wayside and possibly burying the line in

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165 this area. However, Jarrod said he was quoted a price of \$2 million to bury the line, and the cost
166 would be \$2,000 a foot if the city wanted to go farther. Jarrod noted that the city had taken
167 control of the south wayside from the Wisconsin Department of Transportation. Jarrod said a
168 request for an easement change likely will be brought forward at the January 5 Board of Public
169 Works meeting. Jarrod also said he has brought forward this item this evening so the board will
170 begin thinking about the project. The Wisconsin DOT hopes to clear trees in February and begin
171 moving the lines in March as construction is slated to begin in April.

172
173 Jarrod showed the board photographs of the south wayside, pointing out a stake that was to be
174 the location of one of the new poles. Jarrod said he told Wisconsin DOT officials that this was
175 not a viable option, and referred to a pole slated to be moved to the left approximately 75 feet.
176 Jarrod noted several trees will be removed as part of the line structure, thereby giving individuals
177 an improved view of Lake Onalaska between the waysides. However, Jarrod said the trees
178 located behind Sunny the Sunfish at the south wayside will be removed. Jarrod referred to a
179 photograph showing a lathe that signifies another pole. Jarrod pointed out that the poles are
180 close to STH 35, and he also pointed out the new pole. Jarrod pointed out a tree that has been
181 trimmed vertically to stay out of the Xcel Energy easement. This easement will consume several
182 trees. Jarrod pointed out a tree located on the edge of the easement and said that in order to trim
183 what is within the easement there would be one timber standing. Jarrod referred to vegetation
184 that would be removed from the bicycle trail to STH 35 and said the view will improve.

185
186 Jarrod showed board members a photograph of the north wayside looking south and referred to a
187 lathe that will be the new pole structure. Jarrod said the trees in the photograph will be removed,
188 describing most of them as not being “pristine hardwoods.” Jarrod returned to the south wayside
189 and said he believes the pole will be far enough out of the way. Jarrod also said he believes the
190 pole lines should be high enough in elevation that they will not impede the view of Lake
191 Onalaska. However, Jarrod said, “It will be different. There will be a lot of tree removal in the
192 area. The cost is prohibitive to burying it. In my opinion, the line has to be moved in order to do
193 the project.”

194
195 Jarrod referred to an area on one of the photographs and said he had inquired about placing the
196 lines in another location on the roadway. However, this location includes an off-street path, and
197 it would be necessary to “jump” the road at Quincy Street. Jarrod said that while this is currently
198 not an action item, it likely will be either at the January 5 or the February 2 Board of Public
199 Works meeting.

200
201 Fred expressed concern over what will save the embankment once the trees have been removed.

202
203 Jarrod said the Wisconsin DOT will dig out approximately half the embankment, put in clean
204 soil and rip-wrap the entire embankment. Jarrod said the Wisconsin DOT will leave the stumps
205 in after the vegetation is removed. Jarrod noted the center of the pole will be outside the slope

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206 limits. Therefore, everything to the west will have stumps in the ground. Jarrod referred to an
207 area in front of the north wayside and said he will be bringing forward a proposal to work with
208 Zielie's Tree Service, which would perform additional clearing.

209

210 **Item 7 – Review and consideration of geotechnical engineering services for Great River**
211 **Landing Phase I project**

212

213 Jarrod noted that quotes had been received on Monday from both Braun Intertec and Chosen
214 Valley Testing, Inc. Braun Intertec's quote is for \$4,100, and Chosen Valley Testing's quote
215 included a \$250 to \$400 charge for snow removal. Chosen Valley Testing's quote ranges from
216 \$4,050 to \$4,200 once this charge has been added. Jarrod said Special Projects Fund dollars
217 would be utilized for the project.

218

219 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve hiring Braun Intertec for
220 geotechnical services for Great River Landing Phase I project at a cost of \$4,100.

221

222 On voice vote, motion carried.

223

224 **Item 8 – Review and consideration of Wisconsin Department of Natural Resources 2016**
225 **Urban Forestry grant**

226

227 Jarrod noted that board members' packets include a letter from the Wisconsin Department of
228 Natural Resources stating that the City of Onalaska has received the 2016 Urban Forestry grant.
229 Jarrod said the agreement arrived after the agenda went out; however, the agreement has been
230 forward to City Attorney Sean O'Flaherty for review. Jarrod said he is seeking approval to
231 accept the \$25,000 grant. This sum would be matched with \$25,000, thereby making it a 50-50
232 grant. Jarrod said there are sufficient funds within the Capital Improvements Budget to cover the
233 match. Jarrod also thanked Planner/Zoning Inspector Katie Aspenson for preparing the grant.

234

235 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve the Wisconsin Department of
236 Natural Resources 2016 Urban Forestry grant in the amount of \$25,000 and with the
237 understanding City Attorney Sean O'Flaherty will review the grant agreement.

238

239 On voice vote, motion carried.

240

241 **Item 9 – Review and consideration of Change Order number one for 2015 Miscellaneous**
242 **Concrete Project**

243

244 Jarrod said Change Order Number One is in the amount of \$11,504.50 and noted this is for an
245 increase in additional quantity in the sidewalk that was installed as part of the sidewalk project.
246 Jarrod said 4,000 square feet had been bid out; however, there were more citizen requests than

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247 expected. Jarrod said this is a quantity increase and added there should be a net wash once all
248 the assessments have been received because these quantities are assessed back. Jarrod said there
249 are funds within the 2015 CIB to cover the project costs.

250

251 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve Change Order number one for
252 2015 Miscellaneous Concrete Project in the amount of \$11,504.50.

253

254 On voice vote, motion carried.

255

256 **Item 10 – Revise 2016 Capital Improvements Public Hearing date to January 5, 2016 at**
257 **6:30 p.m.**

258

259 Jarrod said the public hearing notice was inadvertently not published and asked that the 2016
260 Capital Improvements Public Hearing be moved to the January 5 Board of Public Works meeting
261 starting at 6:30 p.m. Jarrod said this will not affect any of the projects going forward as projects
262 still are being designed. The list is being utilized as a base tool, and Jarrod told board members
263 they will begin seeing items for preliminary resolutions at the January 5 meeting.

264

265 Motion by Ald. Bialecki, second by Mayor Chilsen, to revise the 2016 Capital Improvements
266 Public Hearing date to January 5, 2016 at 6:30 p.m.

267

268 On voice vote, motion carried.

269

270 **Item 11 – Pay Estimates: Strand Associates, Short Elliott Hendrickson Inc., Mathy**
271 **Construction, Chippewa Concrete Inc., Olympic Builders, Steiger Construction, St. Joseph**
272 **Construction, State of Wisconsin Department of Transportation and any other**
273 **contractor/developer**

274

**BOARD OF PUBLIC WORKS
MONTHLY ESTIMATES**

275

276

277

December 1, 2015

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286

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<u>Contractor</u>	<u>Original Contract Amount</u>	<u>Change Orders</u>	<u>Paid to Date</u>	<u>Due this Estimate</u>
1. STRAND ASSOCIATES				
Well #9				
Construction				
Estimate #8	\$ 157,200.00	\$ -	\$ 98,288.56	\$ 11,273.64

Reviewed 12/7/15 by Jarrod Holter

288							
289	2. OLYMPIC BUILDERS						
290	Well #9 Reconstruction &						
291	Filter Addition						
292	Construction						
293	Estimate #6	\$ 2,763,593.00	\$ 21,046.30	\$ 811,022.65	\$ 768,004.70		
294							
295	3. SEH INC.						
296	Riders Club Rd. & PH						
297	Design						
298	Estimate #5	\$ 148,348.18	\$ -	\$ 46,455.93	\$ 5,812.50		
299							
300	4. SEH INC.						
301	Green Coulee Water Study						
302	Design						
303	Estimate #2 – FINAL	\$ 8,700.00	\$ -	\$ 4,123.64	\$ 4,576.36		
304							
305	5. FAHRNER ASPHALT SEALERS						
306	Pavement Maintenance – Saw & Seal						
307	Construction						
308	Estimate #1 – FINAL	\$ 14,575.00	\$ -	\$ -	\$ 16,127.15		
309							
310	6. STEIGER CONSTRUCTION						
311	2015 Misc. Concrete Project						
312	Construction						
313	Estimate #5	\$ 76,715.00	\$ 11,509.50	\$ 52,033.36	\$ 34,229.45		
314							
315	7. LA CROSSE BACKHOE SERVICE						
316	Well #9 – Water Lateral Replacement						
317	Construction						
318	Estimate #1 – FINAL	\$ 2,000.00	\$ -	\$ -	\$ 1,901.00		
319							
320	8. MATHY CONSTRUCTION						
321	2015 Paving Project						
322	Construction						
323	Estimate #4 – FINAL	\$ 578,168.30	\$ -	\$ 486,662.20	\$ 22,494.01		
324							

325 Motion by Ald. Bialecki, second by Ald. Blomquist, to approve the eight pay estimates as shown
326 in the Board of Public Works packet.

327
328 On voice vote, motion carried.

329

330 **Adjournment**

331

332 Motion by Ald. Bialecki, second by Jarrod, to adjourn at 7:00 p.m.

333

334 On voice vote, motion carried.

335

336

337 Recorded by:

338

339 Kirk Bey